

**STATE BOARD OF ACCOUNTS**  
**302 West Washington Street**  
**Room E418**  
**INDIANAPOLIS, INDIANA 46204-2765**

EXAMINATION REPORT  
OF

STATE BUREAU OF MOTOR VEHICLES COMMISSION  
LICENSE BRANCH NUMBERS 53 AND 353  
FRANKLIN, INDIANA

January 1, 2004 to December 31, 2004





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## OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Chairman, Bureau of Motor Vehicles Commission	Gerald Coleman Mary DePrez Joel Silverman	01-06-02 to 02-29-04 03-01-04 to 01-09-05 01-10-05 to 01-11-09
Branch Manager	Amanda Stevenson Karen Lebrun (Interim) Nancy Howard	01-01-04 to 10-31-04 11-01-04 to 03-31-05 04-01-05 to 12-31-05



# STATE OF INDIANA

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## INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE STATE BUREAU OF MOTOR VEHICLES COMMISSION

We have examined the Schedule of Collections and Distributions of the State Bureau of Motor Vehicles Commission License Branch Numbers 53 and 353 (Branch) for the period of January 1, 2004 to December 31, 2004. The Branch's management is responsible for the schedule. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the Schedule of Collections and Distributions and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the schedule referred to above presents fairly, in all material respects, the cash transactions of the Branch for the year ended December 31, 2004, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

December 6, 2005

STATE BUREAU OF MOTOR VEHICLES COMMISSION  
 LICENSE BRANCH NUMBERS 53 AND 353  
 FRANKLIN, INDIANA  
 SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS  
 January 1, 2004 to December 31, 2004

	Branch Number 53	Branch Number 353	Totals (Memorandum Only)
Collections:			
Registrations	\$ 3,697,673	\$ 405,208	\$ 4,102,881
Titles	815,557	94,601	910,158
Drivers licenses	191,183	29,469	220,652
Watercraft	88,728	7,368	96,096
Miscellaneous	<u>1,018</u>	<u>61</u>	<u>1,079</u>
Totals	<u>\$ 4,794,159</u>	<u>\$ 536,707</u>	<u>\$ 5,330,866</u>
Distributions:			
State fees	\$ 1,906,724	\$ 225,906	\$ 2,132,630
County tax	2,411,239	243,822	2,655,061
Commission fees	<u>476,196</u>	<u>66,979</u>	<u>543,175</u>
Totals	<u>\$ 4,794,159</u>	<u>\$ 536,707</u>	<u>\$ 5,330,866</u>

The accompanying notes are an integral part of the schedule.

STATE BUREAU OF MOTOR VEHICLES COMMISSION  
LICENSE BRANCH NUMBERS 53 AND 353  
FRANKLIN, INDIANA  
NOTES TO SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS

Note 1. Introduction

The Motor Vehicles Commission was created to manage the motor vehicle license branches. The Bureau of Motor Vehicles is a separate state agency which provides support services to the Commission controlled license branches. The license branches collect fees which fund the Motor Vehicles Commission. The license branches collect and forward county taxes (excise tax, wheel tax, and surtax) and state fees. The Commission has one contractual branch that is administered by an individual contractor according to Bureau policies. The Commission has developed a mobile license branch to serve the need of CDL license issuance and other special needs as they arise.

Note 2. Collections and Distributions

Each branch collects fees and taxes when vehicle and watercraft registrations, titles, and drivers licenses are sold. Fees are uniform throughout the state.

The total daily collections are deposited to a single bank account. From this account the collections are distributed to separate bank accounts which are not controlled by the license branch and belong to the state, county and Bureau of Motor Vehicles Commission.

Note 3. Banking System

The Bureau of Motor Vehicles Commission has entered into an agreement with Bank One for a cash concentration system. The system utilizes a series of individual noninterest bearing accounts (clearing accounts) from which all fees and taxes are transferred.

Note 4. Satellite Branch and Self-Service Terminal

This report contains financial and statistical information for both Franklin License Branch Number 53 and Edinburgh License Branch Number 353. Edinburgh License Branch Number 353 is a satellite Branch of Franklin License Branch 53. The Edinburgh Branch has limited hours of operation and all personnel and support is provided by the Franklin Branch. The manager of Franklin Branch Number 53 is responsible for maintaining the satellite branch.

STATE BUREAU OF MOTOR VEHICLES COMMISSION  
 LICENSE BRANCH NUMBERS 53 AND 353  
 FRANKLIN, INDIANA  
 STATISTICAL INFORMATION  
 January 1, 2004 to December 31, 2004

<u>Transactions Processed</u>	<u>Branch Number 53</u>	<u>Branch Number 353</u>	<u>Totals (Memorandum Only)</u>
Vehicle registrations:			
Passenger	18,768	2,506	21,274
Motorcycle	973	130	1,103
RV (housecar)	440	78	518
Light truck	8,838	1,418	10,256
Other truck	368	63	431
Farm truck	287	20	307
Tractor	107	13	120
Trailer	3,338	408	3,746
Semitrailer	459	9	468
School and church bus	19	-	19
Other bus	3	1	4
Other	89	1	90
Total vehicle registrations	<u>33,689</u>	<u>4,647</u>	<u>38,336</u>
Drivers licenses and permits:			
Drivers licenses/learners permits	8,051	1,428	9,479
CDL licenses/CDL permits	640	52	692
Placards	1,097	150	1,247
Other	5,182	753	5,935
Total drivers licenses and permits	<u>14,970</u>	<u>2,383</u>	<u>17,353</u>
Titles:			
Vehicles	13,157	2,050	15,207
Watercraft	236	35	271
Total titles	<u>13,393</u>	<u>2,085</u>	<u>15,478</u>
Total watercraft registrations	<u>875</u>	<u>133</u>	<u>1,008</u>



STATE BUREAU OF MOTOR VEHICLES COMMISSION  
LICENSE BRANCH NUMBERS 53 AND 353  
FRANKLIN, INDIANA  
EXIT CONFERENCE

The contents of this report were discussed on December 6, 2005, with Nancy Howard, Branch Manager. Our examination disclosed no material items that warrant comment at this time.